



Burford Primary School

'Respect, Aspire, Achieve'

Annex to Child Protection and Safeguarding Policy – January 2021

1.0 Response to COVID-19

1.1 Following the 'Restricting attendance during the national lockdown: schools' guidance (January 2021), this annex has been written to further strengthen the schools commitment to keep all children safe.

1.2 Despite the changes, the school's Child Protection and Safeguarding Policy is fundamentally the same: **children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedures.**

1.3 The designated safeguarding lead is Adam Clark, Headteacher

head.2251@burford-pri.oxon.sch.uk 01993 822159

Personal contact details have been given to all members of staff

The deputy designated safeguarding lead is Holly Docherty, SENCo and Class teacher

hdocherty@burford-pri.oxon.sch.uk 01993 822159

Personal contact details have been given to all members of staff

If the designated safeguarding lead will be unavailable (not on site or contactable), then staff will be informed and staff can contact the deputy designated safeguarding lead. Either the designated or deputy designated safeguarding lead will be available, even if the school is closed.

2.0 Contact with families

2.1 Class teachers will maintain regular contact with children and their families, especially those who are not in school. Class teachers expected to see work at least weekly, but ideally more often. If class teachers have any concerns relating to contacting families, this should be raised to the designated safeguarding lead. Contact can include emails, phonecalls, completed work through Google Classroom or attending Google Meet sessions.

3.0 Google Meet sessions

3.1 To further develop the remote education offer at Burford Primary School, Google Meet sessions will be offered. This is an opportunity for staff and children to interact with each other remotely. To safeguard staff and children, these sessions will be recorded so that they can be referred back to if an allegation is made. All

recordings will be kept securely through current school systems and will be kept in line with current data protection procedures. The recordings will only be viewed by the class teacher and the designated safeguarding lead, and only if an allegation is made.

3.2 Joint expectations of staff and children will be shared. These include, but are not limited to:

- All participants being appropriately dressed and in an appropriate room. Younger children should be supervised, and older children should be in a shared space where they can be heard
- All participants should be aware of background activities within their location, and be positioned so that these should not be seen.
- Behaviour expectations are the same as we would have for all children and staff as we do when they are in school.
- Only the class teacher should record and access the recording of the session. No other photographs or recordings should be made of the session.